

SIOUX CITY METROPOLITAN AREA  
IOWA- NEBRASKA- SOUTH DAKOTA

***DRAFT***  
**FY 2019**  
***(JULY 1, 2018 - JUNE 30, 2019)***  
**TRANSPORTATION**  
**PLANNING WORK**  
**PROGRAM**

SIouxLAND INTERSTATE METROPOLITAN  
PLANNING COUNCIL  
METROPOLITAN PLANNING ORGANIZATION

**ACKNOWLEDGEMENTS**

**Policy Board Members**

|                                 |                |   |
|---------------------------------|----------------|---|
| Ken Beaulieu, Chairperson       | Supervisor     | Dakota Dunes CID, SD                      |
| Richard Owens, Vice Chairperson | Board Member   | Sioux City Transit System, Sioux City, IA |
| Dan Moore                       | Council Member | City of Sioux City, IA                    |
| Keith Radig                     | Supervisor     | Woodbury County, IA                       |
| Bill Gaukel                     | Council Member | City of Sergeant Bluff, IA                |
| Bill Rohde                      | Supervisor     | Dakota County, NE                         |
| Doug Berg                       | Council Member | City of North Sioux City, SD              |
| Mike Dailey                     | Supervisor     | Union County, SD                          |
| Joe Bogenrief                   | Mayor          | City of Jefferson, SD                     |
| James Varvais                   | Council Member | City of Dakota City, NE                   |
| Alex Waters                     | Council Member | City of Sioux City, IA                    |
| Carol Schuldt                   | Council Member | City of South Sioux City, NE              |
| Craig Anderson                  | Supervisor     | Plymouth County, IA                       |

**Transportation Technical Committee Members**

|                               |   |   |
|-------------------------------|---|---|
| Aaron Lincoln, Chairperson    | City Administrator                      | City of Sergeant Bluff, IA  |
| Dave Carney, Vice Chairperson | Public Works Director                   | City of Sioux City, IA  |
| Mark Nahra                    | Engineer                                | Woodbury County, IA   |
| Bob Livermore                 | Public Works Director                   | City of South Sioux City, NE                                      |
| Mike Collett                  | Assistant City Manager/Airport Director | Sioux City Gateway Airport, Colonel Bud Day Field, Sioux City, IA |
| Jeff Dooley                   | Community Improvement District Manager  | Dakota Dunes CID, SD  |
| Ted Cherry                    | City Administrator                      | City of North Sioux City, SD                                      |
| Alyssa Silhacek               | City Administrator                      | City of Dakota City, NE   |
| Jerry Buum                    | Highway Superintendent                  | Union County, SD  |
| Tom Rohe                      | Engineer                                | Plymouth County, IA   |
| Fred Kellog                   | Highway Superintendent                  | Dakota County, NE   |
| Jill Wanderscheid             | Neighborhood Services Supervisor        | City of Sioux City, IA  |
| Jeff Harcum                   | Operations Supervisor                   | Sioux City Transit System, Sioux City, IA                         |

**Policy Board & Transportation Technical Committee Non-Voting Members**

|                |   |
|----------------|---|
| Daniel Nguyen  | Federal Transit Administration - Region VII   |
| Justin Luther  | Federal Highway Administration - Nebraska     |
| Darla Hugaboom | Federal Highway Administration - Iowa         |
| Mark D. Hoines | Federal Highway Administration - South Dakota |
| Brad Remmich   | South Dakota Department of Transportation     |
| Paul Gavin     | Nebraska Department of Transportation         |
| Dakin Schultz  | Iowa Department of Transportation             |

**Siouxland Interstate Metropolitan Planning Council Staff**

|                     |                             |
|---------------------|-----------------------------|
| Michelle Bostinelos | Executive Director          |
| Jacob Heil          | Regional Planning Director  |
| Nicole Peterson     | Regional Planner II         |
| Dawn Kimmel         | Regional Planner            |
| Gabriel Appiah      | Regional Planner            |
| Joe Surdam          | Regional Planner            |
| Curt Miller         | Transit/Facilities Director |
| Bill Cole           | Finance Director            |
| Sharon Burton       | Executive Assistant         |
| Emily Coppock       | Administrative Assistant    |

**TABLE OF CONTENTS**

*Draft SIMPCO MPO Transportation Planning Work Program FY 2019*

INTRODUCTION .....3

TPWP DEVELOPMENT PROCESS .....6

**SIUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL** .....6

**POLICY BOARD** .....6

**TRANSPORTATION TECHNICAL COMMITTEE** .....6

MPO WORK ELEMENTS.....6

**ELEMENT A: TRANSPORTATION PLANNING WORK PROGRAM (TPWP) 1%** .....7

**ELEMENT B: TRANSPORTATION IMPROVEMENT PROGRAM (TIP)15%** .....7

**ELEMENT C: PUBLIC PARTICIPATION PROCESS (PPP) 9%** .....8

**ELEMENT D: LONG-RANGE TRANSPORTATION PLAN (LRTP) 20%**.....9

**ELEMENT E: SHORT-RANGE PLANNING 35%** .....11

**ELEMENT F: ADMINISTRATION/SYSTEMS MANAGEMENT 20%** .....13

FINANCING THE PROGRAM (IOWA).....15

FINANCING THE PROGRAM (NEBRASKA).....16

FINANCING THE PROGRAM (SOUTH DAKOTA).....17

FINANCING THE PROGRAM (GRAND TOTALS).....17

SIUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL (SIMPCO) INDIRECT COST ALLOCATION PLAN  
.....18

AMENDMENTS AND REVIEWS .....19

SUMMARY .....21

CERTIFICATE OF INDIRECT COST PROPOSAL/INDIRECT COSTS.....22

MPO/RPA SELF-CERTIFICATION OF PROCUREMENT AND CONSULTANT SELECTION PROCEDURES .....23

MPO RESOLUTION 2017-5.....25

## INTRODUCTION

The Siouxland Interstate Metropolitan Planning Council (SIMPCO), as the Metropolitan Planning Organization (MPO), has developed a **Transportation Planning Work Program** (TPWP) for the Sioux City Metropolitan Planning Area (hereinafter referred to as the “Metropolitan Planning Area”) consisting of the cities of Sioux City and Sergeant Bluff, Iowa; Dakota City and South Sioux City, Nebraska; Dakota Dunes and North Sioux City, South Dakota; and the unincorporated portions of Woodbury, Plymouth, Dakota, and Union Counties that lie within the metropolitan planning area boundary. This TPWP was put together under the direction of the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), Iowa Department of Transportation (Iowa DOT), Nebraska Department of Transportation (NDOT), and South Dakota Department of Transportation (SDDOT), as a requirement of the Funding American’s Surface Transportation Act (FAST Act). The FAST Act was signed by the President on December 4, 2015. FAST Act provides federal funding authorizations for the highway network, highway safety, alternative modes, and mass transportation through Fiscal Year 2020. The FAST Act builds on the foundation set by the past transportation bills, the Intermodal Surface Efficiency Act of 1991 (ISTEA) and the Transportation Equity Act for the 21<sup>st</sup> Century (TEA-21), the Safe Accountable Flexible Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21).

It is the purpose of the *MPO Transportation Planning Work Program FY 2019* to provide all citizens of the Metropolitan Planning Area, the FHWA, FTA, Iowa DOT, NDOT, and SDDOT with the MPO multimodal and intermodal transportation planning work program, including the objectives and budget for fiscal year 2019 (July 1, 2018 – June, 30 2019). Preparation of the TPWP consisted of compiling background information provided through the U.S. Census, U.S. DOT, Iowa DOT, NDOT, SDDOT, and other named sources. The MPO was responsible for the preparation of this TPWP, with guidance given by local and county officials, the MPO Transportation Technical Committee (TTC), Policy Board, and through citizen input. The information in this program represents a continuing planning process that will be reviewed and modified annually. The purpose of a TPWP is to serve as a guiding document of information addressing current and projected transportation needs and work products for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such.

The information contained in the following pages will provide a better understanding of the MPO transportation planning work program proposed for FY 2019. Decisions made with this planning process utilize current transportation network characteristics, current and projected social, physical, environmental, and economic characteristics, as well as various local and county citizen participation, and local official involvement. Several local and regional meetings were held throughout the development of the *MPO Transportation Planning Work Program FY 2019* in order to encourage and receive a diversity of information and participation.

Transportation issues facing the region are identified in the 2040 Long Range Transportation Plan that was approved on January 7, 2016. The 2040 Long Range Transportation Plan divides transportation issues by mode, however, there may be instances that the issues overlap between modes. Below is a list of issues identified in the 2040 Long Range Transportation Plan.

### Bicycle and Pedestrian Issues:

- Coordination between regional, local and DOT staff on bicycle and pedestrian transportation needs, issues and concerns.
- Lack or gaps in bicycle and pedestrian infrastructure.
- Lack of safety and education (public awareness programs) regarding bicycles and pedestrians safety.

Transit Issues:

- Low ridership.
- Mobility issues relating to transit dependent populations.
- Limited funding to increase or expand transit services.
- Coordination between health/human service providers, private transportation providers and public transit.
- Lack of ITS projects such as routes linking to cell phones or real time route information for riders.

Streets and Highway Issues:

- Geographic issues. A none-grid-like layout of the arterial street network caused by the Missouri River and Loess hills topography. Major arterial roads often follow the valleys or may follow very steep hills, or there may be a gap in several places in the metro area.
- Lack of a west/east four-lane highway through the metro area. More specifically NE 35
- East-west connectivity on the north side of the planning area.
- At-grade railroad crossings with increase rail traffic.
- Lack of new interchanges and road alignments to facilitate economic development.

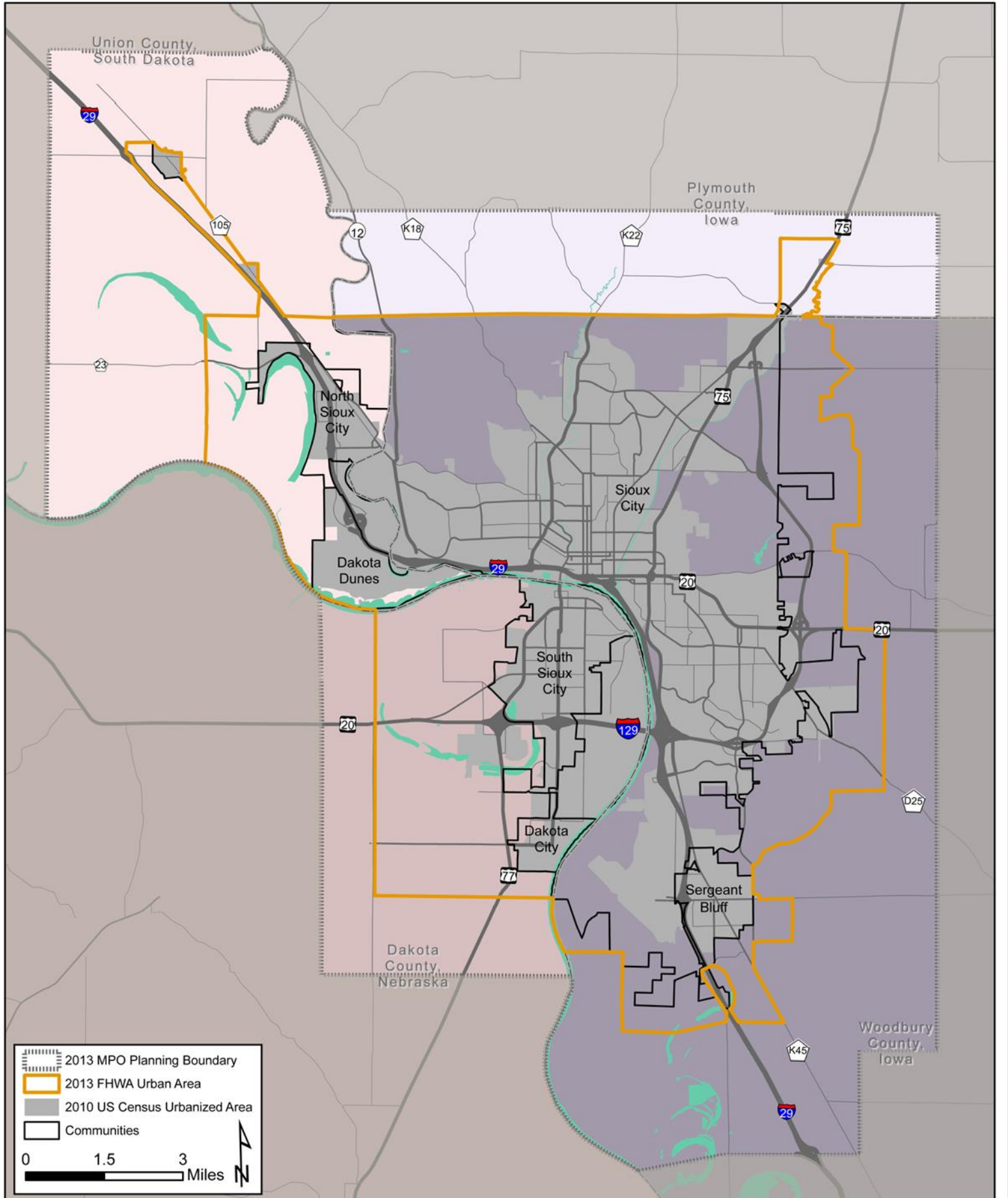
Freight/Intermodal Issues:

- Coordination between freight providers and MPO.
- Lack of diversity in flights and airlines coming in and out of airport for passengers.
- No dedicated cargo serving the airport.
- Low river levels causing barge traffic to be impossible.
- Railroad crossing and operational safety as freight rail continues to grow in the metro area.

Map 1.1

# SIMPCO MPO Location Map

The MPO Planning Boundary represents the projected metropolitan area out 20 years from designation. The FHWA urban boundary is that which determines eligibility for federal funding programs. The Census Urbanized Area is used for the purpose of tabulating and presenting Census Bureau statistical data.



## **TPWP DEVELOPMENT PROCESS**

### **Siouxland Interstate Metropolitan Planning Council**

The Siouxland Interstate Metropolitan Planning Council (SIMPCO) functions as the Metropolitan Planning Organization, responsible for the submission of transportation planning documents to the FHWA, FTA, Iowa DOT, NDOR, SDDOT, and public distribution. SIMPCO (staff) works with the MPO Policy Board and Transportation Technical Committee. Meaningful public involvement will be encouraged and actively sought throughout the planning and development of the area's transportation plans and programs. Area citizens will be provided an opportunity and encouraged to comment on every aspect of the transportation planning process through planning meetings, public hearings, and individual correspondence. SIMPCO will facilitate the development of all planning elements for the Metropolitan Planning Area.

### **Staff**

The SIMPCO professional staff is available to aid local officials and concerned citizens in implementing transportation and various community improvement programs in an overall effort to enhance the area. Staff members encourage and assist local leaders in several programs, with strong emphasis on the benefits of regional cooperation and coordination. The SIMPCO staff involved with transportation planning includes an Executive Director, Finance Director, Regional Planning Director and five regional planners.

### **Duties**

The Executive Director, with assistance from the Regional Planning Director and five regional planners, is responsible for the development and management of transportation activities as outlined in the FAST Act. The Executive Director is the agency's Chief Administrative Officer and Chief Operating Officer and is responsible for the oversight of the agency's activities, acting as its decision-maker and policy coordinator. The Executive Director also coordinates activities of the entire staff and ensures a cohesive outline in order to develop a positive approach to the area transportation planning initiative.

### **Policy Board**

The MPO Policy Board will be responsible for establishing and setting policy for the metropolitan planning area's transportation network objectives. The Policy Board will approve the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP), and the Passenger Transportation Plan (PTP) planning elements prior to submittal to the FHWA, FTA, Iowa DOT, NDOT, and SDDOT.

### **Transportation Technical Committee**

The MPO Transportation Technical Committee (TTC) is responsible for the month-to-month administration of the transportation planning process, providing data and technical assistance necessary for the development, maintenance, and recommendation to the Policy Board of the Public Participation Plan (PPP), the Transportation Planning Work Program (TPWP), the Long-Range Transportation Plan (LRTP), the Metropolitan Planning Area Transportation Improvement Program (TIP) and the Passenger Transportation Plan (PTP).

## **MPO WORK ELEMENTS**

The FAST Act emphasizes transportation planning activities at both the state and regional levels. There is a federal requirement for a statewide planning process in cooperation with Metropolitan Planning Organizations. Both state and Metropolitan Planning Organizations are required to prepare 20 year long-range transportation plans. The MPO Policy Board adopted the *2040 SIMPCO MPO Long Range Transportation Plan* on January 7, 2016. The MPO developed long range planning objectives for the multimodal and intermodal transportation planning element within the Metropolitan Planning Area. The objectives were developed from citizen participation, city and county representation, the Iowa DOT, NDOT, SDDOT, FTA, FHWA, and from a list of transportation priorities developed by the Transportation Technical Committee. These MPO work elements were developed to provide a foundation of fully integrated, economically feasible, and efficient means of transportation planning within the Metropolitan Planning Area, and as it relates to the planning processes in Iowa, Nebraska, and South Dakota.

**Element A: Transportation Planning Work Program (TPWP) 1%**

- TPWP/Budget
- Progress Reports/Reimbursements

**Objective:**

Prepare, monitor and maintain a Transportation Planning Work Program for the MPO.

**FY 2018 Accomplishments:**

- SIMPCO MPO Transportation Planning Work Program FY 2018 produced and approved April 29, 2017; and
- Prepared quarterly progress reports and associated reimbursement request to the Iowa DOT Nebraska DOT, and the South Dakota DOT.

**FY 2019 Activities:**

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Maintaining and monitoring the FY 2019 Transportation Planning Work Program and budget, and amending the work program and budget as needed;
- Preparing quarterly progress reports that document activities accomplished and associated with the FY 2019 work elements;
- Prepare Final Report to NDOR; and
- Preparing a FY 2020 Transportation Planning Work Program and budget.

**Anticipated FY 2019 Work Products:**

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Monitoring the FY 2019 Transportation Planning Work Program and budget (ongoing);
- Quarterly progress reports and reimbursement requests to the Iowa DOT, Nebraska DOT, and the South Dakota DOT (ongoing);
- Final Report to NDOT and SDOT; and
- SIMPCO MPO Transportation Planning Work Program FY 2019 to be produced and approved by May 1, 2019.

**Total Budget: \$4,860**

**Total Hours: 71**

**Element B: Transportation Improvement Program (TIP) 15%**

- Surface Transportation Block Grant Program (STBG)
- Transportation Alternatives Program (TAP)
- Transportation Improvement Program Document
- Amendments and revisions to the Transportation Improvement Program Document

**Objective:**

Keep the Transportation Improvement Program accurate and up to date. This implies getting the Policy Board and Transportation Technical Committee to continually allocate transportation funds for planned upcoming projects on a yearly basis and making adjustments as priorities and resource availability changes.

**FY 2018 Accomplishments:**

- The production of the SIMPCO MPO Transportation Improvement Program FY 2018 – 2021;
- Amend and revised the SIMPCO MPO Transportation Improvement Program FY 2018– 2021;
- Updated the STBG/TAP Request for Proposals applications to reflect the FAST Act;
- Solicitation, project review, and project funding recommendations for the STBG and TAP Request for Proposals for the FY 2019 – 2022 Transportation Improvement Program;
- Utilized the TPMS system to develop the SIMPCO MPO Transportation Improvement Program for FY 2019– 2022;



- Monitor and maintain the FY 2018– 2021 TIP and the FY 2019 – 2022 TIP;
- Attended several stakeholder meetings with the Iowa DOT regarding the federal to state funding swap process.

**FY 2019 Activities:**

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Continue to monitor the STBG Funds programmed in the TIP through project status reports and through communication with the Iowa DOT, Nebraska DOT, and the South Dakota DOT;
- Maintaining, revising, and amending, as necessary the SIMPCO MPO FY 2019 – 2022 TIP;
- Re-evaluate scoring criteria for STBG/TAP project selection as necessary;
- Solicitation, project review, and project funding recommendations for Iowa members for the STBG and TAP Request for Proposals for the FY 2020 – 2023 Transportation Improvement Program; and
- Preparing a FY 2020 – 2023 TIP, coordinating and being consistent with the Iowa DOT's *Statewide Transportation Improvement Program* (STIP) using the Transportation Program Management System (TPMS) as well as coordinating and being consistent with the South Dakota DOT and Nebraska DOT's respective STIP's.

**FY 2019 Work Products:**

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Evaluate status of FY 2019 transportation improvement projects (ongoing);
- Finalize *MPO Transportation Improvement Program FY 2019 – 2022* (July 2018);
- Prepare *MPO Transportation Improvement Program FY 2020 – 2023* (April 2019);
- Review *Statewide Transportation Improvement Programs FY 2019 – 2022 (IA, NE, SD)* and make comments;
- Amend and revise *MPO Transportation Improvement Program FY 2019 – 2022* (ongoing);
- Administer Surface Transportation Block Grant Program (STBG) and Transportation Alternative Program (TAP) Candidates (January/February 2019);
- Incorporating the FY 2023-funded STBG and TAP projects in the draft FY 2020 – 2023 TIP (April 2019); and
- Evaluate the status of FY 2020 transportation improvement projects (ongoing).

**Total Budget: \$72,924**

**Total Hours: 1,056**

**Element C: Public Participation Process (PPP) 9%**

- Public Involvement

**Objective:**

As per the requirements of FAST Act; ensure that the public is kept duly informed and involved in metropolitan transportation planning.

**FY 2018 Accomplishments:**

- Updating and improving the SIMPCO website;
- Describe MPO activities through SIMPCO newsletter;
- Maintaining and updating the MPO list serve;
- Hosted meetings, posted notices in the news media regarding transportation planning activities;
- Encouraged comment via website, newsletters etc.;
- Conducted a 15-day comment period for the SIMPCO MPO Transportation Planning Work Program FY 2019 (March – May 2018);
- Conducted a public input meeting and 15-day comment period for the SIMPCO MPO Transportation Planning Improvement Program FY 2019 – 2022 (May – June 2018);
- Conducted a public comment period for the amendment of the FY 2018 Transportation Planning Work Program;
- Conducted a 45-day comment period for the Public Participation Plan update;

## Draft SIMPCO MPO Transportation Planning Work Program FY 2019

- Conducted a public comment period for the amendment to the 2040 LRTP;
- Drafted and finalized the updated Public Participation Plan document
- Attended public meetings on Chris Larson Park in Sioux City and Sioux City's Comprehensive Plan Update

### **FY 2019 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Attend public information meetings for transportation improvement projects and/or studies (as needed);
- Conduct a 15-day comment period for the SIMPCO MPO Transportation Planning Work Program FY 2020 (March – May 2019);
- Conduct a public hearing and 15-day comment period for the SIMPCO MPO Transportation Improvement Program FY 2020 – 2023 (May – June 2019);
- Continue to develop and expand MPO database for public participation particularly environmental justice areas to assess the benefits and burdens of transportation improvements (continuous);
- Amend and revise the MPO Public Participation Plan as needed;
- Describe MPO activities through the SIMPCO newsletter (continuous);
- Develop materials for posting on the SIMPCO web page for better information dissemination (continuous);
- Examine options for displaying SIMPCO Geographical Information System (GIS) data on the web page (continuous);
- Update MPO Web Page to display TPWP, PPP, LRTP, TIP, MPO Policy Board and TTC meeting agendas and minutes, and various past and present plans and studies (continuous); and
- Continue to utilize social media to enhance the Public Participation Process (continuous).

### **Anticipated FY 2019 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Continue to update SIMPCO website (ongoing);
- Continue to update SIMPCO Facebook and Twitter(ongoing);
- SIMPCO newsletters (ongoing);
- Continue to update the MPO list serve (ongoing); and

**Total Budget: \$43,755**

**Hours: 634**

### **Element D: Long-Range Transportation Plan (LRTP) 20%**

- Long Range Transportation Plan
- Travel Demand Modeling
- GIS Based Data
- Federal Functional Classification
- Socioeconomic and Demographic Data
- Performance Measures

### **Objective:**

The SIMPCO MPO 2040 Long Range Transportation Plan was approved on January 7, 2016. The primary objectives of this element is to amend or revise the current long range plan as necessary and continue to collect and analyze data in concurrence with the performance measures

### **FY 2018 Accomplishments:**

- Continual work on data collection and upkeep such as land use changes and socioeconomic changes

within the MPO planning area;

- Assisted member communities with future developments in terms of land use and traffic modeling;
- Continual work on data collection for performance measures that are listed in the 2040 SIMPCO MPO Long Range Transportation Plan;
- Updated the Nebraska Metropolitan Area Federal Functional Classification to reclassify Veteran's Drive
- Participated and provided transportation model data to the Interchange Justification Report (IJR) technical committee for the South Bridge interchange;
- Participated in conference calls with NDOR, FHWA, and Nebraska MPOs to discuss Long Range Transportation Plan amendment thresholds;
- Worked with the Iowa DOT and the cities of Sioux City and Sergeant Bluff to update projected population, employment and housing by Traffic Analysis Zone (TAZ)
- Worked with North Sioux City and Dakota Dunes to conduct a Long Range Transportation Study; and
- Amended the 2040 Long Range Transportation Plan to include Military Road and South Lewis Blvd project in Sioux City and Streeter Drive Trail in North Sioux City;
- Approved the Transit Asset Management (TAM) State of Good Repair performance measures for Sioux City Transit System
- Approved Safety Performance Measures for the MPO
- Updated the model including updating the network with speeds; update AADT for Aviation Blvd, Murry St. and S. Patton St; update the following intersections: Larpenteur Ave and Discovery Blvd and the proposed RISE project and Discovery Blvd

#### **FY 2019 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element*

- Analyze socio-economic changes and land use proposals since the LRTP's adoption (*ongoing*);
- Analyze traffic volumes as they are made available and incorporate the data into the SIMPCO Geographical Information System (GIS) – resulting in updated shapefiles for data analysis or requests (*ongoing*);
- Analyze travel pattern changes and construction proposals since the LRTP's adoption - resulting in updated transportation analysis reports (*January – March 2019*);
- Analyze volume to capacity ratios and levels of service changes – resulting in updated transportation analysis reports (*January – March 2019*);
- Purchase TransCAD Technical Support and free software upgrades for a period of one year (*January 2018*);
- Utilize Geographical Information System for map production, land use planning, socio-economic data analysis, and traffic model interfacing(*ongoing and as requested*);
- Utilize Global Positioning Systems (GPS) data for map production and bicycle and pedestrian facility planning (*ongoing and as requested*);
- Continue to develop environmental database to be used in conjunction with LRTP objectives (*ongoing as data is available*);
- Coordinated and approval of FAST Act performance measures with the state DOTs/DOR (*ongoing*)
- Assist DOTs/DOR with statewide Long Range Plans (*as requested*);
- Amend and or revise the 2040 LRTP (*as necessary*);
- Begin transportation model data work for 2045 LRTP update (*January 2019*);
- Continue to work on the South Bridge IJR (*as requested*)

#### **FY 2019 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Updating the various socio-economic data variables needed for long-range transportation plan (*ongoing*); and
- 2040 MPO Long Range Transportation Plan revised or amended plan (*as necessary*).

- Updated GIS shapefiles and/or TransCAD files
- Transportation analysis reports/mapping
- Approved Performance Measures (based on due dates established by FHWA/FTA)

**Total Budget: \$97,234**

**Total Hours: 1,410**

### **Element E: Short-Range Planning 35%**

- Passenger Transportation Plan
- Transit Planning
- Information Technology
- Interstate 29 Reconstruction
- Air Quality
- Geographic Information Systems (GIS)
- Traffic Counts
- Data Collection
- Trail Planning
- Incident Management Planning
- Special Projects
- Active Living/Bicycle and Pedestrian Planning
- Pavement Management

**Objective:** Carry out ongoing short range planning activities like mapping, ITS architecture implementation, transit planning and congestion mitigation, bicycle and pedestrian planning, air quality planning, and updating the Passenger Transportation Plan.

### **FY 2018 Accomplishments:**

- Updated the Sioux City transit route maps/brochures;
- Updated trails maps;
- Data interpretation;
- GIS manipulation for various MPO entities;
- Maintained the Bicycle/Pedestrian Roundtable group and held quarterly meetings;
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks;
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS);
- Provided technical assistance to the Tri-State Traffic Management Team updating the highway incident management planning;
- Assisted Siouxland District Health and Sioux City School Community District on Safe Routes to Schools projects working with several Sioux City Schools and Sergeant Bluff;
- Worked with Downtown Partners on the Downtown Environmental Taskforce – tasks included the downtown trolley, wayfinding, bike share system, parklets and improving bike/pedestrian access/connectivity in the downtown area;
- Assisted the Siouxland Trails Foundation and member cities with updating bike/pedestrian infrastructure maps;
- Organized and hosted several bicycle related activities including a Bike-to-Work day and Bike Friendly Employer Award;
- Organized Park(ing) Day with Sioux City Blue Zones, Downtown Partners and city of Sioux City;
- Submitted the Transportation Advisory Group (TAG) minutes to the Iowa DOT;
- Begin to collect and analyze intersection safety data to develop an Intersection Safety Study;

- Collected recreational trail counts in Sioux City and South Sioux City ;
- Developing a transportation safety study for the meto area;
- Began the process to update the Passenger Transportation Plan (PTP) including conducting a survey and drafting chapters;
- Installed wheelchair charging station in Downtown Sioux City as part of the Reaching People with Disabilities through Healthy Communities grant in partnership with Siouxland District Health
- SIMPCO staff is working with Siouxland District Health Department and city of Sioux City on updating on-street bike signs
- Participated in a MPO Freight Assessment with FHWA Iowa

### **FY 2019 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Coordinate and assist with projects as developed by the Transportation Advisory Group (TAG), and the Passenger Transportation Plan (*bi-annually TAG meetings*);
- Complete the update and finalize the Passenger Transportation Plan (*March 2019*);
- Assist Sioux City Transit System with mapping transit routes for Sioux City (*ongoing and as requested*);
- Continue update and development of datasets for SIMPCO Geographical Information System (GIS) including roads, traffic counts, transit routes, trails, trails emergency numeration, and parks (*ongoing or as requested*);
- Continue to upgrade mapping services and update maps for the Sioux City Metropolitan Planning Area with Geographic Information Systems (GIS) (*ongoing or as requested*);
- Participate and lend expertise in the Metropolitan Area ITS Projects including transit and roadway projects (*as requested*);
- Participate in statewide trails planning and facilities update process and share SIMPCO Geographical Information System (GIS) data (*as requested*);
- Assist Sioux City Transit System with job access activities and involvement with human service agencies (*ongoing and as requested*);
- Assist with the Siouxland Integrated Economic Development and Freight Plan Study (*as requested*);
- Assist in transit marketing and ridership performance (*as requested*);
- Provide general advice to Sioux City Transit System (*as requested*);
- Compile state and local traffic data and produce traffic flow map (*as requested*) ;
- Monitor and conduct traffic counts, turning movement counts, analyses, scenarios, and forecasts for various MPO entities (*as requested*) ;
- Traffic analysis and studies, along with supplemental Census and state traffic counts, may be performed as requested;
- Information Sharing: Conduct ongoing Policy Board and TTC intergovernmental discussion / coordination of transportation projects while staff conducts ongoing review of issues and data, attends informational meetings and training sessions as needed, and maintains highway facility inventory (*as requested*);
- Provide technical assistance to the MPO Bicycle and Pedestrian Roundtable (*ongoing – quarterly meeting*s);
- Coordinate and assist with bicycle and pedestrian projects developed by the Bicycle/Pedestrian Roundtable (*ongoing and as requested*);
- Continue to work with Downtown Partners Environmental Task Force on downtown transportation issues such as wayfinding, bike share and bike/pedestrian infrastructure (*ongoing and as requested*);
- Assist member communities with statewide applications for funds such as RISE, Federal Rec Trails Program, CMAQ/ICAAP, TIGER, and Statewide TAP program (*ongoing and as requested*);
- Continue to assist the Tri-State Incident Management Group on mapping and technical assistance related to the Incident Management Plan (*ongoing and as requested*);

- Continue with Siouxland District Health on projects related to walkability/bikeability and Safe Routes to School (*ongoing*)
- Update and maintain the online toolkit for the Walking School Bus Program with Siouxland District Health, and Sioux City Community School District (*ongoing and as requested*);
- Work with the Sioux City and Sergeant Bluff on the development of regional trails in the metro area (*ongoing and as requested*);
- Continue to deploy automated pedestrian and bicycle counting and encourage non-motorized monitoring efforts (*ongoing and as requested*);
- Update the current 2005 Intelligent Transportation Architecture Plan and update/develop a Concept of Operations;
- Collect data and analyze data on the pavement condition index in the MPO and develop a pavement management report/study; (*ongoing*)
- Finalize the Transportation Safety Study;

**Anticipated FY 2019 Work Products:**

Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.

- Current and relevant short range multimodal plans (*ongoing*); and
- Timely technical assistance to MPO entities that require such assistance (*ongoing*);
- Pavement Management Analysis (*ongoing*);
- Passenger Transportation Plan (March 2019)

**Total Budget: \$170,156**

**Total Hours: 2,468**

**Element F: Administration/Systems Management 20%**

- Interagency Coordination
- Committee Support
- Administration
- Travel and Training

**Objective:** Carry out the Administrative duties of the MPO. Activities include organizing meetings, producing agenda, minutes, committee support, coordination of agencies, and the general administration of the MPO. In addition, attend various meetings, conferences, workshops and training.

**FY 2018 Accomplishments:**

- Held six MPO Transportation Technical Committee meetings and Policy Board meetings; including preparing agendas, minutes and supporting documents;
- Held two Transportation Advisory Group (TAG) meetings, including preparing agendas and supporting documents;
- Attended MPO Directors/Coordination meetings with Iowa DOT and NDOT
- Attended MTMUG meetings in Ames, IA;
- Attended various training workshops including the Iowa American Planning Association (APA) Conference, Local Road Safety Workshop, Planning Healthy Iowan Workshops, and Performance Measures training.
- Attended and gave updates at Siouxland Chamber Transportation Committee meetings;
- Attended and gave updates at Siouxland Chamber Community Enhancement Committee meetings;
- Attended and gave updates at Live Healthy Siouxland meetings;
- Attended Tri-State Traffic Management Team meetings;
- Held Bicycle and Pedestrian Roundtable meetings;
- Attended Siouxland District Health Wellness Committee meetings;
- Attended ESRI training workshops/classes;

*Draft SIMPCO MPO Transportation Planning Work Program FY 2019*

- Attended the Iowa Pavement Management Training meetings in Ames;
- Attended Sioux City Community Schools Traffic Safety Committee meetings;
- Attended the Iowa DOT Commission meeting in Orange City
- Attended the Grow Siouxland Taskforce meetings
- Attended Downtown Partner's Environmental Taskforce meeting
- Attended Facilitated Planning Workshop with NE DOT
- Attended Form-Based Code Workshop
- Attended the Iowa Association of Councils of Governments (ICOG) and Nebraska Regional Officials Council (NROC) staff retreat and participated in sessions relating to transportation

**FY 2019 Activities:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Conduct Policy Board and Transportation Technical Committee meetings, providing materials, recording minutes, advocating public participation, and otherwise support;
- Conduct Transportation Advisory Group meetings and prepare agendas and supporting documentation as needed;
- Conduct Bicycle/Pedestrian Roundtable meetings and prepare agendas and supporting documentation as needed;
- Attend Siouxland Chamber of Commerce Transportation Committee and Community Enhancement Committee meetings;
- Attend Tri-State Traffic Management Team meetings;
- Attend Midwest Travel Modelers Users Group (MTMUG) meetings;
- Attend MPO Directors' meetings in Ames, Iowa;
- Attend MPO Directors' meetings in Lincoln, NE;
- Attend MPO Directors' meetings in Pierre, SD
- Attend Downtown Environmental Taskforce meetings
- Continue to participate in Siouxland District Health Wellness Committee and Live Healthy Siouxland meetings
- Participate in meetings relating to the Safe Routes to Schools;
- Attend the Iowa DOT Bicycle Summit;
- Attend the Iowa and/or the Upper Midwest APA, Iowa Association of Councils of Governments (ICOG), Nebraska Regional Officials Council (NROC), Iowa DOT, South Dakota DOT and Nebraska DOT conferences and trainings;
- Attend various, classes, training, conferences, and workshops;
- Attend regional trail meetings (Plywood, Sergeant Bluff to Sioux City); and
- Attend the Grow Siouxland Taskforce meeting

**Anticipated FY 2019 Work Products:**

*Unless otherwise noted, SIMPCO performs the work on the listed tasks of each work element.*

- Will administer MPO TTC and Policy Board meetings (*ongoing*); and
- Agendas and/or minutes for Transportation Technical Committee, Policy Board, Transportation Advisory Group, Tri-State Traffic Management Team meetings, Bicycle/Pedestrian Roundtable, Transportation Advisory Committee (*ongoing*).

**Total Budget: \$97,233**

**Total Hours: 1,407**

**FINANCING THE PROGRAM (IOWA)**

| Iowa Employee Hours               |                      |               |                    |             |             |       |
|-----------------------------------|----------------------|---------------|--------------------|-------------|-------------|-------|
| Activity/Work Element             | FTA 5305d Carry over | FTA 5305d New | FHWA PL Carry over | FHWA PL New | Local Match | Total |
| TPWP                              | 3                    | 6             | 37                 | 0           | 12          | 58    |
| TIP                               | 41                   | 90            | 561                | 0           | 173         | 866   |
| PPP                               | 25                   | 54            | 337                | 0           | 104         | 519   |
| L RTP                             | 55                   | 120           | 748                | 0           | 231         | 1,154 |
| Short Range Planning              | 96                   | 210           | 1,309              | 0           | 404         | 2,020 |
| Administration/Systems Management | 55                   | 120           | 748                | 0           | 231         | 1,154 |
| Totals                            | 275                  | 601           | 3,740              | 0           | 1,154       | 5,770 |

| Iowa Expenditures                 |                      |               |                    |             |             |           |
|-----------------------------------|----------------------|---------------|--------------------|-------------|-------------|-----------|
| Activity/Work Element             | Federal Funds        |               |                    |             | Local Match | Total     |
|                                   | FTA 5305d Carry over | FTA 5305d New | FHWA PL Carry over | FHWA PL New |             |           |
| TPWP                              | \$190                | \$415         | \$2,581            | \$0         | \$796       | \$3,981   |
| TIP                               | \$2,843              | \$6,221       | \$38,713           | \$0         | \$11,944    | \$59,721  |
| PPP                               | \$1,706              | \$3,733       | \$23,228           | \$0         | \$7,167     | \$35,833  |
| L RTP                             | \$3,790              | \$8,295       | \$51,618           | \$0         | \$15,926    | \$79,629  |
| Short Range Planning              | \$6,633              | \$14,517      | \$90,331           | \$0         | \$27,870    | \$139,350 |
| Administration/Systems Management | \$3,790              | \$8,295       | \$51,618           | \$0         | \$15,926    | \$79,629  |
| Totals                            | \$18,950             | \$41,476      | \$258,088          | \$0         | \$79,629    | \$398,143 |



**FINANCING THE PROGRAM (NEBRASKA)**

| Nebraska Employee Hours           |                      |               |                    |             |             |       |
|-----------------------------------|----------------------|---------------|--------------------|-------------|-------------|-------|
| Activity/Work Element             | FTA 5305d Carry over | FTA 5305d New | FHWA PL Carry over | FHWA PL New | Local Match | Total |
| TPWP                              |                      | 1             | 9                  | 9           | 6           | 26    |
| TIP                               |                      | 20            | 138                | 139         | 74          | 371   |
| PPP                               |                      | 12            | 83                 | 84          | 45          | 223   |
| LRTP                              |                      | 27            | 185                | 186         | 99          | 497   |
| Short Range Planning              |                      | 46            | 323                | 325         | 174         | 869   |
| Administration/Systems Management |                      | 27            | 186                | 185         | 98          | 494   |
| Totals                            | 0                    | 133           | 923                | 929         | 496         | 2,480 |

| Nebraska Expenditures             |                      |               |                    |             |             |           |
|-----------------------------------|----------------------|---------------|--------------------|-------------|-------------|-----------|
| Activity/Work Element             | Federal Funds        |               |                    |             | Local Match | Total     |
|                                   | FTA 5305d Carry over | FTA 5305d New | FHWA PL Carry over | FHWA PL New |             |           |
| TPWP                              |                      | \$92          | \$637              | \$641       | \$342       | \$1,711   |
| TIP                               |                      | \$1,374       | \$9,548            | \$9,614     | \$5,134     | \$25,671  |
| PPP                               |                      | \$824         | \$5,729            | \$5,769     | \$3,081     | \$15,403  |
| LRTP                              |                      | \$1,832       | \$12,731           | \$12,821    | \$6,846     | \$34,230  |
| Short Range Planning              |                      | \$3,206       | \$22,279           | \$22,436    | \$11,980    | \$59,900  |
| Administration/Systems Management |                      | \$1,832       | \$12,731           | \$12,821    | \$6,846     | \$34,229  |
| Totals                            | \$0                  | \$9,160       | \$63,654           | \$64,103    | \$34,229    | \$171,146 |

**FINANCING THE PROGRAM (SOUTH DAKOTA)**

| South Dakota Employee Hours       |                     |               |                   |             |             |       |
|-----------------------------------|---------------------|---------------|-------------------|-------------|-------------|-------|
| Activity/Work Element             | FTA 5305d Carryover | FTA 5305d New | FHWA PL Carryover | FHWA PL New | Local Match | Total |
| TPWP                              |                     | 1             | 0                 | 6           | 2           | 9     |
| TIP                               |                     | 22            | 0                 | 93          | 25          | 141   |
| PPP                               |                     | 13            | 0                 | 56          | 15          | 85    |
| LRTP                              |                     | 30            | 0                 | 486         | 34          | 550   |
| Short Range Planning              |                     | 52            | 0                 | 217         | 59          | 330   |
| Administration/Systems Management |                     | 30            | 0                 | 124         | 34          | 188   |
| Totals                            | 0                   | 150           | 0                 | 983         | 170         | 1,302 |

| South Dakota Expenditures         |                     |               |                   |             |             |          |
|-----------------------------------|---------------------|---------------|-------------------|-------------|-------------|----------|
| Activity/Work Element             | Federal Funds       |               |                   |             | Local Match | Total    |
|                                   | FTA 5305d Carryover | FTA 5305d New | FHWA PL Carryover | FHWA PL New |             |          |
| TPWP                              |                     | \$103         | \$0               | \$428       | \$117       | \$648    |
| TIP                               |                     | \$1,550       | \$0               | \$6,422     | \$1,756     | \$9,727  |
| PPP                               |                     | \$930         | \$0               | \$3,853     | \$1,053     | \$5,836  |
| LRTP                              |                     | \$2,066       | \$0               | \$33,563    | \$2,341     | \$37,970 |
| Short Range Planning              |                     | \$3,616       | \$0               | \$14,985    | \$4,097     | \$22,697 |
| Administration/Systems Management |                     | \$2,066       | \$0               | \$8,563     | \$2,341     | \$12,970 |
|                                   |                     |               | \$0               | \$0         | \$0         | \$0      |
| Totals                            | \$0                 | \$10,330      | \$0               | \$67,813    | \$11,705    | \$89,848 |

**FINANCING THE PROGRAM (GRAND TOTALS)**

|                     | FTA 5305d Carryover | FTA 5305d New | FHWA PL Carryover | FHWA PL New | Local Match | Total     |
|---------------------|---------------------|---------------|-------------------|-------------|-------------|-----------|
| Grand Total - Hours | 275                 | 884           | 4,663             | 1,912       | 1,821       | 9,553     |
| Grand Total - Funds | \$18,950            | \$60,966      | \$321,742         | \$131,916   | \$125,563   | \$659,137 |

Notes: FHWA funds received by SIMPCO through the Iowa DOT and NDOT require a 20% local match. FHWA funds received through the SDDOT require an 18.05% local match. Overhead costs, estimated at 50% of salaries & fringe benefits, are applied consistently to each element and funding source. The average hourly cost of \$69.00 includes wages, benefits, expenses and overhead. Local match is provided through membership dues to SIMPCO.

# SIOUXLAND INTERSTATE METROPOLITAN PLANNING COUNCIL (SIMPCO) INDIRECT COST ALLOCATION PLAN

July 1, 2018 – June 30, 2019

| <b>INDIRECT LABOR</b>  | <b>Percent of<br/>Time</b> | <b>Salary &amp;<br/>Fringe</b> | <b>Description</b>                          |
|--|----------------------------|--------------------------------|---|
| Executive Director   | 45%                        | \$ 40,187                      | agency & financial management               |
| Finance Director   | 100%                       | \$112,071                      | purchasing, computer, accounting, hr        |
| Staff Accountant II  | 80%                        | \$ 51,782                      | A/P, A/R & general ledger                   |
| Administrative Assistant   | 100%                       | \$ 65,466                      | Payroll, Exec Assistant                     |
| Staff Accountant I   | 90%                        | \$ 55,947                      | A/P, A/R & general ledger                   |
| Building Superintendent  | 10%                        | \$ 10,783                      | Mgmt of building issues                     |
| Receptionist / Secretary   | <u>100%</u>                | <u>\$ 45,445</u>               | phone, mail, word processing                |
| <b>TOTAL INDIRECT LABOR</b>  | <b>5.0 FTE</b>             | <b>\$381,681 (a)</b>           |   |
| <br><b>INDIRECT NON-LABOR</b>  |                            |                                |   |
| Office Building  |                            | \$ 32,700                      | debt, utility & maintenance costs           |
| Travel & Training  |                            | \$ 6,300                       | travel/training for admin staff             |
| Professional Services  |                            | \$ 22,000                      | annual audit & consultant fees              |
| Postage  |                            | \$ 3,000                       | postage machine/fees & mail                 |
| Telephone  |                            | \$ 18,000                      | phone lines, long dist. & internet          |
| Printing   |                            | \$ 7,000                       | copy machines & printers                    |
| Office Supplies  |                            | \$ 13,000                      | office & computer supplies                  |
| Insurance  |                            | \$ 15,000                      | liab, fire, auto, errors/omiss insurance    |
| Dues & Subscriptions   |                            | \$ 7,500                       | prof. memberships & literature              |
| Purchased Service  |                            | \$ 20,000                      | computer software fees / licenses / consult |
| Advertising  |                            | \$ 15,570                      | notices & ads for admin staff               |
| Office Equipment & Furniture   |                            | <u>\$ 15,000</u>               | computer / office equipment                 |
| <b>TOTAL INDIRECT NON-LABOR</b>  |                            | <b>\$175,070 (b)</b>           |   |
| <b>TOTAL INDIRECT LABOR &amp; NON-LABOR (a &amp; b)</b>                            |                            | <b>\$556,751</b>               |   |
| <b>LESS: AMOUNT PAID BY OTHER AGENCIES</b>   |                            | <b><u>\$ 23,960</u></b>        |   |
| <b>TOTAL INDIRECT LABOR &amp; NON-LABOR<br/>LESS AMOUNT PAID BY OTHER AGENCIES</b> |                            | <b>\$532,791 (c)</b>           |   |
| <b>FY 16 EXCESS INDIRECT EXPENSE<br/>(Per FY 16 Audit) – Carry Forward</b>         |                            | <b>\$112,268 (d)</b>           |   |
| <b>Total Salaries &amp; Benefits (All)</b>   |                            | <b>\$957,013 (e)</b>           |   |
| <b>FY 2017 Calculated Indirect Cost rate =((c+d)/e)</b>                            |                            | <b>67.40%</b>                  |   |

Indirect costs are allocated to projects, grant and contracts based on a percentage of salaries and fringe benefits. The total FY 2018 budgeted indirect costs are \$556,751. The amount used for this calculation is the total indirect costs less the amount paid by other agencies or \$532,791. The salaries and fringe benefits is \$957,013. The FY 16 Audit conducted by King, Reinsch, Prosser & Co. L.L.P. confirmed that \$112,268 of indirect costs were not covered by the cost rate for the FY 2016 therefore that is now being included as a carry forward amount and is being factored into the equation to arrive at the cost rate to be applied for FY 18. As shown above, the amount needed to cover both the indirect labor and indirect non-labor added to the carry forward amount arrive at an amount of \$645,059, which when allocated over the total salaries and benefits equates to an indirect rate for FY 2018 of 67.40%

# **PERFORMANCE MANAGEMENT AGREEMENT BETWEEN SIMPCO AND IOWA DOT**

The Iowa DOT and SIMPCO agree to the following provisions. The communication outlined in these provisions between the MPO and Iowa DOT will generally be through the statewide planning coordinator in the Office of Systems Planning.

## **Transportation performance data**

- a. The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, and when applicable, will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.
- b. If MPOs choose to develop their own target for any measure, they will provide the Iowa DOT with any supplemental data they utilize in the target-setting process.

## **Selection of performance targets**

- a. The Iowa DOT will develop draft statewide performance targets for FHWA measures in coordination with MPOs. Coordination may include in-person meetings, web meetings, conference calls, and/or email communication. MPOs shall be given an opportunity to provide comments on statewide targets and methodology before final statewide targets are adopted.
- b. If an MPO chooses to adopt their own target for any measure, they will develop draft MPO performance targets in coordination with the Iowa DOT. Coordination methods will be at the discretion of the MPO, but the Iowa DOT shall be provided an opportunity to provide comments on draft MPO performance targets and methodology prior to final approval.

## **Reporting of performance targets**

- a. Iowa DOT performance targets will be reported to FHWA and FTA, as applicable. MPOs will be notified when Iowa DOT has reported final statewide targets.
- b. MPO performance targets will be reported to the Iowa DOT.
  1. For each target, the MPO will provide the following information no later than 180 days after the date the Iowa DOT or relevant provider of public transportation establishes performance targets, or the date specified by federal code.
    - I. A determination of whether the MPO is 1) agreeing to plan and program projects so that they contribute toward the accomplishment of the Iowa DOT or relevant provider of public transportation performance target, or 2) setting a quantifiable target for that performance measure for the MPO's planning area.
    - II. If a quantifiable target is set for the MPO planning area, the MPO will provide any supplemental data used in determining any such target.
    - III. Documentation of the MPO's target or support of the statewide or relevant public transportation provider target will be provided in the form of a resolution or meeting minutes.
- c. The Iowa DOT will include information outlined in 23 CFR 450.216 (f) in any statewide transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.218 (q) in any statewide transportation improvement program amended or adopted after May 27, 2018.
- d. MPOs will include information outlined in 23 CFR 450.324 (g) (3-4) in any metropolitan transportation plan amended or adopted after May 27, 2018, and information outlined in 23 CFR 450.326 (d) in any transportation improvement program amended or adopted after May 27, 2018.
- e. Reporting of targets and performance by the Iowa DOT and MPOs shall conform to 23 CFR 490, 49 CFR 625, and 49 CFR 673.

## **Reporting of performance to be used in tracking progress toward attainment of critical outcomes for the region of the MPO**

- a. The Iowa DOT will provide MPOs with the statewide performance data used in developing statewide targets, when applicable, and will also provide MPOs with subsets of the statewide data, based on their planning area boundaries.

## **The collection of data for the State asset management plans for the NHS**

- a. The Iowa DOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS.

## AMENDMENTS AND REVIEWS

---

The *MPO Transportation Planning Work Program FY 2019* is a working document and will be updated and revised as various local, regional, state, and national characteristics, factors, and requirements change, which ultimately affect the transportation network in and around the Metropolitan Planning Area. The TPWP will be reviewed at least once annually. The review and updating will insure continual citizen involvement and the TPWP's overall viability as the Metropolitan Planning Area's transportation planning work programming document.

This work program for the transportation planning in FAST Act requirements of the MPO shall be subject to public review for no less than 15 days, announced in the regional newspapers via public notice, and available in every courthouse and city hall in the Sioux City Metropolitan Planning Area. This process shall be approved by both the MPO Transportation Technical Committee and the Policy Board. Amendments to this process shall be made in similar fashion.

### **OVERVIEW**

2 CFR 200 describes the uniform administrative rules for Federal grants and cooperative agreements and subawards to State, local and Indian tribal governments. These requirements apply to metropolitan planning (PL) and State Planning and Research (SPR) grants. FTA has similar requirements documented in FTA Circular 5010.1C, which apply to FTA metropolitan planning grants. Iowa uses a Consolidated Planning Grant where FHWA and FTA planning funds are combined into a single fund managed through FTA's TEAM system. The uses of these funds are documented in the work programs of the Iowa DOT, MPOs, and RPAs.

### **WAIVER OF APPROVALS**

All work program changes require prior written Federal approval, unless waived by the awarding agency. [2 CFR 200.308](#) outlines different types of revisions for budget and program plans, and this [FHWA memo](#) summarizes revisions that require prior Federal approval, as well as other miscellaneous actions and allowable costs that require prior Federal approval.

Types of TPWP revisions that require Federal approval include, but are not limited to, the following:

- Request for additional Federal funding.
- Transfers of funds between categories, projects, functions, or activities which exceed 10% of the total work program budget when the Federal share of the budget exceeds \$150,000.
- Revision of the scope or objectives of activities.
- Transferring substantive programmatic work to a third party (consultant).
- Capital expenditures, including the purchasing of equipment.
- Transfer of funds allotted for training allowances.

Types of revisions that require Iowa DOT approval include:

- Transfers of funds between categories, projects, functions, or activities which do not exceed 10% of the total work program budget, or when the Federal share of the budget is less than \$150,000.

Types of revisions that require MPO approval include:

- Revisions related to work that does not involve federal funding.

## **REVISION AND APPROVAL PROCEDURES**

- All revision requests from MPOs should be submitted electronically to the state DOT Offices. Four hard copies of the revision shall also be sent to DOT Planning Divisions, which will be forwarded to the DOT/DOR District, FHWA, and FTA for review and any necessary approvals.
  - Revision requests shall, at a minimum, include:
    - A resolution or meeting minutes showing the revision's approval.
    - Budget summary table with changes highlighted/noted.
    - Modified section(s) of the plan's work elements with changes highlighted/noted.
- Revisions where **FHWA/FTA** is the designated approving agency shall require written approval by FHWA/FTA prior to commencement of activity, purchasing of equipment, or request for reimbursement.
- Revisions where the **state DOT** is the designated approving agency shall require written approval by the state DOT prior to commencement of activity or request for reimbursement.
- Revisions where the **MPO** is the approving agency shall be approved by the Policy Board.
- Notification by the approving agency will be in writing.

## **S U M M A R Y**

---

The MPO has developed this *MPO Transportation Planning Work Program FY 2019* utilizing cooperative involvement of various local, regional, state, and national transportation interests. The TPWP expresses the MPO objectives for achieving efficient transportation planning in the Metropolitan Planning Area. The document is multimodal and intermodal in its composition and will enable the transportation interests in the Metropolitan Planning Area to utilize it as a guide for future transportation planning and programming.

The Transportation Planning Work Program is a working document and will continually be updated on an annual basis or as the need arises in order to serve as a guiding document of information addressing current and projected transportation needs for the Metropolitan Planning Area from a planning perspective. This TPWP will be used as a means of identifying areas of need and developing a means of addressing such. It is also the intent of the document to allow and account for citizen participation and the needs of the various transportation interests of the Metropolitan Planning Area.

# CERTIFICATE OF INDIRECT COST PROPOSAL / INDIRECT COSTS

---

This is to certify that I have reviewed the indirect cost proposal submitted herewith and to the best of my knowledge and belief:

(1) All costs included in this proposal May 3, 2018 to establish a:

Cost Allocation Plan

Indirect Cost Rate

for July 1, 2018 – June 30, 2019 are allowable in accordance with the requirements of the Federal awards to which they apply and with Subpart E—Cost Principles of Part 200 as they apply to my:

Governmental Organization

Non-Profit Organization

(2) This proposal does not include any costs which are unallowable under Subpart E—Cost Principles of Part 200 such as (without limitation): public relations costs, contributions and donations, entertainment costs, fines and penalties, lobbying costs, and defense of fraud proceedings; and

(3) All costs included in this proposal are properly allocable to Federal awards on the basis of a beneficial or causal relationship between the expenses incurred and the Federal awards to which they are allocated in accordance with applicable requirements. Further, the same costs that have been treated as indirect costs have not been claimed as direct costs. Similar types of costs have been accounted for consistently.

Subject to the provisions of the Program Fraud Civil Remedies Act of 1986, (31 USC 3801 et seq.), and the Department of Labor's implementing regulations, (29 CFR Part 22), the False Claims Act (18 USC 287 and 31 USC 3729); and the False Statement Act (18 USC 1001), I declare to the best of my knowledge that the foregoing is true and correct.

\_\_\_\_\_  
(Signature)

(Signed by the official having the authority to negotiate indirect cost rates for the organization or by a higher level official.)

Michelle Bostinelos  
\_\_\_\_\_  
(Please Print Name)

Executive Director  
\_\_\_\_\_  
(Title)

SIMPCO  
\_\_\_\_\_  
(Name of Organization)

May 3, 2018  
\_\_\_\_\_  
(Date Signed)

# MPO / RPA SELF-CERTIFICATION OF PROCUREMENT AND CONSULTANT SELECTION PROCEDURES

---

This is to certify that I have reviewed the [Iowa DOT Purchasing Rules](#) (Iowa Administrative Code 761, Chapter 20) and will ensure procurements or the selection of consultant firms for projects to be reimbursed with federal transportation planning funds will follow the policies and procedures outlined in the above-referenced purchasing rules.

Further, I certify that the following requirements will be adhered to for procurements and consultant services to be reimbursed with federal transportation planning funds.

- Capital expenditures, including the purchase of equipment, will be a separate line item in an approved Transportation Planning Work Program (TPWP) if the anticipated total cost exceeds \$5,000.
- An approved TPWP will specify that a project will involve consultant services prior to initiating the consultant selection process.
- Our agency will document the procedures utilized for the procurement or consultant selection, and will retain this documentation on file for a minimum of three years.
- When reimbursement is requested for capital expenditures or consultant services, we will provide our District Planner and the Office of Systems Planning, through email or hard copy, invoices documenting the expenditure(s) at the time the associated reimbursement request is submitted.

I declare to the best of my knowledge and ability that we will adhere to the above requirements.

\_\_\_\_\_  
(Signature)

Michelle Bostinelos  
\_\_\_\_\_  
(Please Print Name)

Executive Director  
\_\_\_\_\_  
(Title)

SIMPCO  
\_\_\_\_\_  
(Name of Organization)

May 3, 2018  
\_\_\_\_\_  
(Date Signed)

|  |
|--|
| (Signed by the official having the authority to initiate procurements or consultant selection for the organization or by a higher level official.) |
|--|



**ASSURANCE OF LOCAL MATCH AVAILABILITY**

I hereby certify that the local match of \$95,985 for the *MPO Transportation Planning Work Program FY 2019* has been committed by the Siouxland Interstate Metropolitan Planning Council (SIMPCO), and will be available on July 1, 2018.

Signed this 3<sup>rd</sup> day of May, 2018

-----  
Executive Director

---

**COST ALLOCATION PLAN**

The primary state assistance agency has received a current copy of the SIMPCO cost allocation plan. This plan is used to distribute direct and indirect costs stated in the *MPO Transportation Planning Work Program FY 2019* and has been approved by the SIMPCO Board of Directors.

Signed this 3<sup>rd</sup> day of May, 2018

-----  
Executive Director

## **MPO RESOLUTION 2018-8**

### APPROVAL OF THE FY 2019 TRANSPORTATION PLANNING WORK PROGRAM

**WHEREAS**, The Siouxland Interstate Metropolitan Planning Council (SIMPCO) is the designated Metropolitan Planning Organization (MPO) for the Sioux City Metropolitan Area;

**WHEREAS**, The MPO, as required Metropolitan transportation planning activities performed with funds provided under title 23 U.S.C. and title 49 U.S.C. Chapter 53 shall be documented in a transportation planning work program (TPWP), or simplified statement of work in accordance with the provisions of this section and 23 CFR part 420 and must annually prepare a document that provides an overview of all purposed major work activities, funding levels and funding sources, and

**WHEREAS**, The Transportation Planning Work Program for fiscal year 2018, covering the period of July 1, 2018 to June 30, 2019 has been prepared, submitted to the Iowa Department of Transportation, South Dakota Department of Transportation, and Nebraska Department of Transportation, made available for public comment for a thirty (30) day period and has been reviewed and recommended for adoption by the Technical Advisory Committee of the MPO, and now requires official approval from the Policy Board of the MPO

**NOW, THEREFORE, BE IT RESOLVED** that the Siouxland Interstate Metropolitan Planning Council Metropolitan Planning Organization Policy Board approves the *Transportation Planning Work Program for Fiscal Year 2019*.

**BE IT FURTHER RESOLVED**, that the SIMPCO Board Chairman and the SIMPCO Executive Director are hereby authorized and directed to execute such agreements with Iowa Department of Transportation, South Dakota Department of Transportation, and Nebraska Department of Transportation on behalf of the SIMPCO MPO.

Approved by the MPO Policy Board and signed this 3<sup>rd</sup> day of May, 2018.

---

Ken Beaulieu  
MPO Policy Board Chairperson

ATTEST

---

Michelle Bostinelos  
SIMPCO Executive Director